DIRECTOR OF CENTRAL INTELLIGENCE
Intelligence Information Handling Committee
WASHINGTON, DC 20505

13 MAY 1983

LOGGED   meet

IHC/MM 83-21
11 May 1983

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MEMORANDUM FOR: IHC Formats Subcommittee Members

FROM: Chairman, IHC Formats Subcommittee

SUBJECT: May Meeting of Subcommittee

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1. The next meeting of the Formats Subcommittee of the IHC is scheduled for 0900-1100, Tuesday, 24 May 1983, Room 1S06, Now that DIA has implemented the new Community Intelligence Reporting Format, it is time that we review our progress and take a close look at the level of compliance throughout the Community. There are still some inconsistencies in the way some reports are being formatted and these are causing significant processing difficulties by recipients. However, I am sure that it is primarily a case of getting used to a new procedure and working out the bugs.

2. I believe the best way to accomplish this review is for each of the Subcommittee members to examine not only their own agency's material but also that which is being received from other agencies. Please come to the meeting prepared to point out any problems that you have found. I would like to request that all members make a concerted effort to attend this meeting since it is our first joint evaluation of the various implementations. It has been widely stated that our effort to design this new format and arrive at an agreement was excellent. Now, however, we must make sure that we follow-up on the implementation or else several years worth of work will have been in vain.

3. Again, we invite IHC member agencies that were not directly involved in establishing this format to send representatives to these meetings. The consistent implementation of this format will benefit all recipient agencies.

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cc: Chm/IHC
     IHC Principals/Alternates
     DIA/RSO-5A

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